

SOUTH CENTRAL ALABAMA DEVELOPMENT COMMISSION

PROGRAM MANAGER

The South Central Alabama Development Commission (SCADC), a regional agency supporting seven counties and their municipalities in the central Alabama area, is seeking qualified applicants for a Program Manager position. Starting salary is according to experience. The position is based in Montgomery, Alabama.

Description: Coordinate with Planning Director, community leaders and elected officials to set goals and to identify economic development needs, designs procedures, collects data, evaluates and improves programs. Research information sources dealing with economic and community development to support programs; analyzes, compiles and presents information supporting development activities. Conduct feasibility studies of proposed industrial and commercial locations and expansions. Assist in the development of projects, determines feasibility of services, facilities, community organizations and volunteer leadership programs, locates sources of funding and assists in obtaining funds. Participate in the development of plans, evaluates environmental impact reports, prepares grant applications and implements grant funded projects. Facilitate meetings, serves on professional panels and conducts training programs, orients and trains staff and performs additional duties upon request.

Essential Requirements:

Knowledge of concepts, issues and practices of regional planning with emphasis on the growth, development and revitalization of small cities and rural areas. Knowledge of state, federal and local laws, regulations and policies affecting land use, planning, zoning, taxation, and other social controls. Knowledge of principles of economic development including factors affecting location and growth of enterprises producing goods and services, measures of technical and economic efficiency and other issues affecting social and economic change. Substantial knowledge of principles of community development including organizations, leadership, facilities services and programs needed to enhance quality of life in rural areas and small cities. Be proficient with IBM-compatible computers and peripherals and have a working knowledge of the following software applications: MS Office; publishing and photo-editing suites; and MS Internet Explorer. Possess a valid Alabama Driver's License.

Education: Master's degree in economics, political science, rural sociology or other social science providing strong foundation in economic and community development **OR** appropriate combination of education and experience.

Application: Submit cover letter, resume, advisory transcripts (see above), writing sample or abbreviated portfolio (optional), and any pertinent information via one of the following methods:

Mail:
SCADC
Attn: Stacey Webb
5900 Carmichael Place
Montgomery, AL 36117-2345

Fax:
334.271.2715 or 270.0038

Email:
swebb@adss.state.al.us

Closing Date: Open until filled.